

**Springerville Town Council  
Work Session Minutes  
February 25, 2004**

Present: Mayor Kay Dyson, Scott Cray and Mark Baca

Vice-Mayor Mary Nedrow at (6:30pm)

Absent: Ramon Castillo

Staff: Kurt Hassler Town Manager, Val Cordova Town Clerk, Tom Malone Public Works Director  
Sharon Pinckard Community Services Director, Steve West Chief of Police and Ed Shields  
Finance Director

Public: Pete Hunt and Tracey Powers

**1. Call to Order**

Mayor Dyson called the meeting to order at 6:06 p.m.

**2. Public Participation**

None

**3. New Business**

2003-2004 GOALS: Review the progress made on the 2003-2004 goals set by the town council.

Mayor Dyson announced that Vice-Mayor Nedrow would be late tonight.

Mayor Dyson began with the Council Priority description and update set in 2003-2004. She noted that some of these items could be priority items for the coming year if they have not been addressed.

Mr. Hassler explained that the list before them is last year's list in priority order set by the Council.

Mayor Dyson noted that items, # 3 Renovate/rebuild town hall, #5 codify town code book, #6. police department space, are currently being worked on and #8 was completed. Mr. Hassler gave a good presentation last night for two people from the Parks Committee.

She explained that they have been looking at different ways to make the sewer plant more affordable. She asked Mr. Hassler where the Moses sewer line was on the priority list.

He said it was under public works sewer, expand existing system. He asked that the council call out individual projects and write them as high priority. This is a high priority commitment and we are under an agreement to get this done.

Page 2 of prior Goals 2003-2004

Councilman Cray asked how much use the town would get out of a bucket truck. He also noted that should the budget truck not be approved there are several privately owned businesses that have bucket trucks that could be a source for the town. He suggested that putting an I.G.A. in place for the sharing of services and equipment.

Tom Malone Public Works Director explained that an operator comes or goes with equipment that is shared.

Mr. Hassler explained that the main reason that the bucket truck was put on the list was that the original thought was that they could use money from the FAA Fencing grant to purchase one to put up an eight foot chain link fence. It would be safer than ladders, and scaffolding would not be cost efficient. He explained that equipment can be leased with the grant and it may be a possibility to do a lease purchase.

Mayor Dyson suggested that since there are now more vendors that have bucket trucks we should try some type of rotation list.

Tom advised the Council that he receives several complaints regarding street lights that are out and people waiting to have them repaired.

Councilman Cray noted that it would be easier to make decisions if they had associated costs attached.

Mr. Hassler advised them that they would go out and get prices to present to the Council after they know what is important to them in priority rather than spending time on projects that may not be a priority.

Councilman Cray asked what the state of the Town report is.

Mr. Hassler explained that department heads are working on five-year plans and benchmarks that would be put into a document that would then be a state of the Town report. He explained that the reason for this is that it was number 13 on the priority list last year.

Mayor Dyson stated that the newsletter has been a big help and having the information in the paper for the public to be informed about what is happening and would like to see a monthly report from all the departments each month noting the projects they have done or are doing.

Mr. Hassler explained #19 creating a development policy. He would like to see a document that contains all of the information a developer would need should one want to come in and build. The document would contain water, sewer and road information on what the town would or would not do. This would be a guide for staff.

Mr. Hassler advised the Council that some of the items on the list will be handled through the budget process. They are listed to let the Council know what the concerns of staff are.

Page 3 Goal items 21 – 33

#22 Adding teeth to the zoning code. Mr. Hassler advised the council that he thought our code was good. In reviewing the zoning code they are proceeding with cleaning up things. Prosecutor Doug Brown has suggested fixing time lines in. There are a couple of gray areas in the code regarding RV's and lot splits. There are some minor issues but not with enforcement.

Mr. Hassler explained that the town code book is completely separate from the zoning. The Council will be receiving a copy of the code book with the packets on Friday. It will be the current code that the town is currently operating under. We are just trying to get a codified book that makes sense and is easy to find things.

Vice-Mayor Nedrow explained that the joint emergency grant was for trying to connect the two towns with water for fires.

Mayor Dyson asked if the County was purchasing radios with the Homeland Security monies.

Mr. Hassler advised her that the County was purchasing 6 wheelers. Navajo County is purchasing radios not Apache County.

Chief West asked the County to address the pass through issue with the State. The pass through is not being passed through. He asked why they would not let the locals make their own decisions.

Mayor Dyson stated that she would be willing to write a letter on this behalf.

Councilman Cray questioned #30 regarding utility maps and asked where we are regarding these maps.

Mr. Hassler explained that over head photograph maps have been provided to the public works department to draw dots on the map to distinguish every valve, manhole, fire hydrants and anything else and connecting the dots. They will turn the photographs back to him to draw it on the computer.

Mr. Hassler advised the Council that he and Steve may have identified a grant to purchase a GPS unit. At that time they will locate these within a couple of feet plus or minus and issued unique ID numbers. He explained that these maps are for emergency situations with the water systems.

#33 Mr. Hassler explained that we follow guidelines and mandates by statutes telling us what we have to keep and don't. The issue would be making sure that these things are inventoried properly.

Mayor Dyson and the Council then discussed priorities for 2004-2005 and asked staff to advocate for the things they want and why they feel it should be a priority.

Steve West advocated for the development of space and emphasized the liability issues created by having to bring prisoners in. He felt that it was fair to say that something is going to happen it is just a matter of when. They have no storage space and their evidence room is completely packed.

Steve then advocated for the tasers for all of his officers. He gave examples of tasers versus pepper spray and the minimal liability associated to both the officers and the event. He asked for ten tasers at a cost of \$800.00 each. Steve said he would be working these tasers into his budget.

Sharon Pinckard Community Service Director said her department was doing great. They received a grant from NACOG to purchase a phone system. They have several items that they need but they are going to try to acquire CDBG funds to replace equipment such as a new copier, computer software. She applied to the County CDBG process for \$50,000 for equipment.

She said they had acquired a copier from the Forest Service but is not a capacity copier. The items they need at the center include computers, new flooring, and new lighting for the food prep area to be in compliance with health codes. Other issues she addressed with the CDBG grant is resurfacing the parking area and new cabinets in the kitchen area. She advocated being a part of the tower connection.

Tom Malone Public Works Director felt that he had to wait for the Council to make their decision as to what they wanted to prioritize.

Mr. Hassler noted that the initial in front of each item indicates what department would be in charge of seeing that the item is followed through.

Master plans for Becker Park, Pioneer Park have been done by the parks committee. Mr. Hassler advised the Council that within the next two to three months they will formally approve the plans to be recommended to the town council for approval. This gives direction to public works for the improvements. He said he would talk to the committee to see if they would like to make the presentation or if they would like him to.

Mayor Dyson noted that the town is looking for cemetery space and ways to do this.

Mr. Hassler noted that he broke the Christmas decorations into three parts. Becker Park, Main Street, and town hall. He and Marnie discussed the possibility of decorating the front of the building. They would like to start small and add to over the years and holding some type of lighting ceremony with Santa's presence for the community.

Open rest area on highway 60. Mr. Hassler stated that there would be a cost associated with opening it up. Mayor Dyson expressed her concern regarding not reopening the rest area because this is connected to ADOT ISTEA money which they are trying to get for rehabilitation of the town hall. She feels that they need to get back into good graces with the State. She has been told that Springerville has been black balled from funding for future projects.

Mr. Hassler reminded the Council that if this is a priority they will do the necessary research on cost for reopening and he will put it in the proposed budget.

Mayor Dyson noted that everyone knows the need for repair and maintenance of existing roads.

Mr. Hassler reminded the Council that they did pave some streets with County help but reminded the Council that the main issue is money. By raising water and sewer rates we should be able to keep money in the general fund which should free money from Hurf to do streets assuming that the state legislature does not cut Hurf funds this year. The streets repair includes everything from curb and gutter, pot holes and pavement. If they rated high on the list, projects will be included in the budget.

Expanding the sewer system includes the Moses Mountain Gateway. Mr. Hassler explained that expanding the sewer lines is the only way to get profitable. They will look at ways to expand the system at the smallest cost possible to get the most hook ups. The number one recommended priority after completing Moses is going to be Coronado Acres because there is a large amount of houses in a small area.

Expanding the water distribution system partially includes the Airport Industrial Park. This has opened up a large area in the park. They are extending across Hwy 60 to the Moses subdivision. They will be looking at areas that people would be able to hook up to for minimal cost.

Mayor Dyson stated that the water distribution system is her number one priority. The town has a well project that has been ongoing for two years. We are waiting for final approval from ADEQ to hook up the wells and two people whose wells were destroyed and things that need to be corrected.

Tom Malone stated that it would take one day to hook up the line once we get approval from ADEQ.

Repair water distribution system. Mr. Hassler explained that there is about 5,000 feet of galvanized line that needs to be replaced and a couple of minor things improved in the system.

Update the Master Plan for Planning and Zoning. Mr. Hassler said that the Planning and Zoning Commission is already working on this. He said he needs to find a way to get them some help. During the next meeting they plan to get a subcommittee together and bring people from the business community, people that deal with tourism, medical field, and the school district.

Mr. Hunt suggested using the Northern Arizona Public Administration College as a resource for good information.

Mr. Hassler encouraged the Council to talk with members of the commission. They are floundering a little bit and do not know what direction the Council wants them to take.

Mayor Dyson suggested having a joint work session after the new council comes in and have a facilitator to head the meeting.

Clean up of outside storage room is ongoing. Mr. Hassler noted that long term projects like this have been put on the back burner.

Vehicle replacement schedule is currently being worked on and will be part of the budget.

5-year plans for all departments is just getting started. Mr. Hassler is meeting with department heads this week to review draft plans. These will come back to the Council. These plans address personnel issues, vehicles, equipment and facilities.

Codify town code book. Mr. Hassler advised the Council that he hoping to have this on the next agenda. He is working on entering two more ordinances into the book.

Create a development policy was discussed earlier.

Development of industrial park. Mr. Hassler explained this would be to continue looking at the development of the infrastructure, and platting so we show interested parties where roads are planned with detailed

drawings, lots. A portion of the \$90,000 grant will be used to do the platting. Jim Muth is doing some surveying to show us where the fence needs to go. We will need to remain three hundred feet off the center line of the runway. This will allow for future development of a taxiway in the future.

The grant will pay for part of the platting. Mr. Hassler explained that the issue with the grant is whether it is reimbursable upon payment of supplies or after the project is completed to be reimbursed. If reimbursement is upon completion, this may not be something the town will be capable of doing because of cash flow. This money is controlled by the FAA.

Digital projector for meetings. Mr. Hassler explained that we have used the projector from the school district repeatedly in meetings. This projector would be used for trainings by the police department, the fire department and administration for various meetings. The cost of a projector would be around \$2,000.

Tower connections for remaining departments. Mr. Hassler explained that these will be done but this is bringing attention to the Council some of the issues for each department.

Master Plan for town hall site and department space. Mr. Hassler noted that we will be discussing this more in depth at the March 10<sup>th</sup> work session as well as the renovation of old elementary school. Mayor Dyson noted that we have a grant with a resolution that commits the town to twenty-five thousand cash and eight thousand in kind.

State of the Town report was addressed earlier. This includes the information being put together by department heads on five-year plans and benchmarks in the form of some type of booklet once a year along with a short narrative for the last year from each year.

Ed Shields said he didn't have anything.

Mayor Dyson gave a brief update on the SHPO grant for the rehabilitation of the school.

Sharon noted that the gazebo at the senior park needs roofing and they need to add additional area for picnic space. She wondered whether they would be tying up SHPO funds for the school.

Mr. Hassler addressed the first three items regarding Casa. He reminded the Council that we have not formally accepted the stabilization. It was awarded but the money is not actually there.

Repair of the stairways is something that will need to be repaired. He thought material had been identified to create steps at a minimal cost. He said they would be consulting with the Center for Desert Archeology and other groups to make sure they meet their criteria.

Purchase a new fire truck for the fire department with a \$145,000 grant from FEMA. The town will have to match with \$17,500. One truck will be pulled out of service and replacing it with the new one.

Mr. Hassler asked the council if there was anything they did not see on the list that they would like to add.

Mayor Dyson added platting and fencing to the development of the industrial park.

Mr. Hassler noted that once it is all platted for water and sewer lines to hire someone to go in and rip the ground and just fill it in. Then we can dig the soil with our backhoe and put in a line that is requested. The main issue at the park is getting through the Malpais rock.

He then explained that repairing existing roads includes paving roads as well. He noted that a zipper is one piece of equipment that Tom has seriously looked at. Snowflake just purchased one and we may borrow it versus purchasing our own.

Mr. Hassler advised the council that they are seriously looking at double chip sealing roads and comparing costs as opposed to new asphalt.

Councilman Cray stated that he feels that he would like to do things right to leave for the next council.

Mayor Dyson stated that there are some good things scheduled for roads. In 2006 Maricopa is scheduled for redoing by NACOG. This road has been determined by NACOG to be main feeders and they only do main feeders.

Mr. Hassler said that we only get these funds every fourth year for \$400 to \$450,000 and said he asked how we can get more roads classified. He was advised that it was next to impossible. This will not happen until 2010.

Mayor Dyson stated that she had concerns with Tori Circle and the County has offered to do some flood design in the neighborhood behind Maverik before they are paved.

Mr. Hassler then asked the Council to prioritize the goals with stars. He will get the results back to them tomorrow.

Motion by Mary Nedrow/Mark Baca to adjourn the meeting.

Vote:

Ayes:

Kay Dyson  
Mary Nedrow  
Mark Baca  
Scott Cray

8:09 p.m.

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Kay Dyson, Mayor

ATTEST:

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Town Clerk

I hereby certify that the foregoing is a true and correct copy of the minutes of the Springerville Town Council in a work session on February 24, 2004. I further certify that the meeting was duly called and a quorum was present.

Dated this 27<sup>th</sup> day of February 2004

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Town Clerk